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Addendum #02
For Request for Proposal
Originated By
Bureau of Administration

May 4, 2020

Project: Request for Multi-Agency Leased Office Space
Rapid City, South Dakota
BOA# ASW20--04X

Proposal Submission: **Date:** May 15th, 2020
Time: 3:00 PM CT

At: Bureau of Administration
Capitol Building
500 East Capitol Avenue
Pierre, South Dakota 57501-3182

Owner: State of South Dakota, Bureau of Administration

Scope of This Addendum:

The following becomes a part of the original Request for Proposal, taking precedence over the items that may conflict. The Offeror shall note receipt and make acknowledgment of the addendum in their Proposal incorporating its provisions in their proposal.

Question No. 1:

The RFP states that each individual agency will have a separate lease with the landlord. Knowing that other local agencies have current leases that end at different times, does the state guarantee that the full 95,000 sf will be leased immediately, for the full 20-year term of this lease?

Answer:

The State would plan to lease the entire approximated 95,000 square feet starting at the same time. The draft lease included in the RFP has a cancellation clause after the first ten years.

Question No. 2:

Question No. 2:

Please clarify whether or not each agency will need separate electrical, phone, water/sewer, or HVAC services. These services can be designed and installed to be independently controlled, but it would be a significant consideration if each agency needed to be on separate utility accounts.

Answer:

Utilities will not need to be metered separately for each agency. Temperature controls will be needed for specific areas as noted in the RFP.

Question No. 3:

In Section 4.5 OFFEROR'S PAST PERFORMANCE, offerors are instructed to provide at least three previous and/or current projects similar to the requirements of the RFP. Please clarify which heading/section listed in Section 5.2, PROPOSAL HEADINGS this information should appear?

Answer:

Under Section 5.2.c, reference "Section 4.5 OFFEROR'S PAST PERFORMANCE" and provide the required information.

Question No. 4:

In Section 6.2 OFFEROR'S EXPERIENCE, offerors are instructed to provide any information which documents successful and reliable experience. Please clarify which heading/section listed in Section 5.2, PROPOSAL HEADINGS this information should appear?

Answer:

Under Section 5.2.c, reference "Section 6.2 OFFEROR'S EXPERIENCE" and provide information relevant to Offeror's experience in projects like this one.

Question No. 5:

In Section 6.3 OFFEROR'S PERSONNEL QUALIFICATIONS, offerors are instructed to provide detailed information related to the experience and qualifications of proposed key personnel. Please clarify which heading/section listed in Section 5.2, PROPOSAL HEADINGS this information should appear?

Answer:

Under Section 5.2.c, reference "Section 6.3 OFFEROR'S PERSONNEL QUALIFICATIONS" and provide the required information.

Question No. 6:

In Section 6.1 EVALUATION CRITERIA, item d., please clarify what information is being requested in this section and how it differs from item e.

Answer:

EVALUATION CRITERIA 6.1.d is referring to the Offeror's ability to be available to the project and complete it. EVALUATION CRITERIA 6.1.e refers to the Offeror's knowledge of the area, possible sites, building codes, etc.

Question No. 7:

In Section 6.1 EVALUATION CRITERIA, item g., please clarify or provide examples of "special project constraints".

Answer:

Special projects constraints examples: building a diverse, multi-agency structure; adapting to unusual site constraints; working through specific building code requirements as part of the construction; short construction timelines, construction in an occupied building, working in a pandemic, etc.

Question No. 8:

In regards to Section 6.5, AWARD, how much time between notice of award and pricing negotiations will the offeror be allotted to prepare for negotiations?

Answer:

That issue will be determined with the selected Offeror. Offeror can note in their submission the amount of time needed to prepare if selected.

Question No. 9:

Confirming that the lease is for a firm 20 year period, with a possible extension.

Answer:

Per Section 1.11 of the RFP, it is a 20-year lease with 10 years guaranteed. Additional years are a possibility.

Question No. 10:

Has the COVID-19 situation impacted the timeline of the RFP? In other words is everything still on track?

Answer:

Yes, we are still on track.

Question No. 11:

Regarding the loading dock, is it to be designed for a tractor trailer type delivery, or a ground level dock area?

Answer:

The loading dock should be able to handle a tractor trailer delivery.

Question No. 12:

Backup power question. Are you asking for 100% redundancy, like is available at the jail, or for emergency power/lighting for designated areas only? If for designated areas can you please provide some specifics as to potential expected loads required to keep the space operational?

Answer:

Backup power will only be needed for essential services. This will include emergency power/lighting. The final design will be confirmed with the agencies, but potential services include Department of Health refrigerators and other equipment as well as emergency lighting. Final requirements will be provided to the selected Offeror.

Question No. 13:

Confirming that all furniture is provided by the State?

Answer:

Yes

Question No. 14:

Will building utilities (Gas, Electric, Water etc.) need to be metered separately by agency?

Answer:

No – the State will prorate the billings to each agency.

Question No. 15:

Please clarify if all the security and data cabling, devices and terminations will be provided and installed by the State? Assume that we will provide raceways only (i.e. conduit and boxes). Please confirm State pays this bill directly to its contractor and the bill is not forward to us, or added back to the project in any capacity.

Answer:

The Offeror will be responsible for all wiring and must meet the specifications provided in the RFP.

Question No. 16:

Card access system required at all exterior doors, for any interior doors would the devices be installed by the State?

Answer:

No. Internal card access requirements will be completed with Offeror during the design process according to the BIT standards in the RFP.

Question No. 17:

For interior walls do they need to go to the roof deck or just above ceiling height? If so would it be all interior walls or just walls that separate the different agencies?

Answer:

Interior walls should extend to the roof deck in all areas.

Question No. 18:

Can you clarify the service by public transportation, for example does that mean it is on a City of Rapid City routine daily bus route? If not served by "public" transportation does that disqualify the submitted proposal?

Answer:

Ideally the Offeror would work with the City of Rapid City to have a bus stop at this location throughout the day. If the location is not served by public transportation, it could impact the proposal's scoring.

Question No. 19:

Does the State have a program document per department that notes space quantities and requirements? And is the program shown in the EXAMPLE plans account for potential expansion or growth opportunities?

Answer:

The State does not have a program document per department. However, the EXAMPLE in the RFP shows the requirements for space for each department. There is some space built into the design for future growth or expansion of the department.

Question No. 20:

What is the exterior wall R-Value / insulation expectation?

Answer:

All insulation values should meet minimum code requirements in the latest adopted version of IBC.

Question No. 21:

Does the secure parking need to be accessible directly to building?

Answer:

Yes, within walking distance.

Question No. 22:

Should the loading dock be located in the secured parking area or outside of the secured parking area?

Answer:

Outside of the secured parking area.

Question No. 23:

What truck size does the loading dock serve? Semi-Trailer or standard strait truck

Answer:

Semi-tractor trailer.

Question No. 25:

With respect to the project completion date (no later than August 2021) and given our current environment, including a provision in the lease regarding force majeure exceptions, delays as a result of negotiations, design, and changes requested by the State, and any delays caused by a resurgence of COVID-19.

Answer:

In the event the current COVID-19 causes issues relative to the completion of this project, the State will be open to negotiating a later completion date with the successful Offeror.

Question No. 26:

Planned rent escalations that would allow both the landlord and the tenant to better plan for rent to be paid and other budgetary items.

Answer:

This issue can be discussed with the successful Offeror as part of lease negotiation.

Question No. 27:

Modifying Section 5.3 to have the tenant responsible for interior maintenance in the premises.

Answer:

The RFP contains the State's standard lease terms and conditions. Deviations from the standard language may occur in exceptional circumstances.

Question No. 28:

Modifying Section 5.8 to allow for longer repair timeframes in the event of partial destruction, which would permit Landlord to take longer than 45 days to repair the premises, so long as the nature of the work is something that would take longer than 45 days under similar circumstances and Landlord diligently pursues such repairs to completion.

Answer:

The RFP contains the State's standard lease terms and conditions. Deviations from the standard language may occur in exceptional circumstances.

Question No. 29:

Adding clarification that the tenant will be responsible for carrying insurance to cover its personal items, equipment, furniture, etc.

Answer:

The RFP contains the State's standard lease terms and conditions. Deviations from the standard language may occur in exceptional circumstances.

Question No. 30:

Modification of the "funding out" to clarify that the state will, in good faith, pursue funding from the legislature for the lease payments on an annual basis.

Answer:

The RFP contains the State's standard lease terms and conditions. Deviations from the standard language may occur in exceptional circumstances.

Question No. 31:

Deletion of the right to cancel after 10 years, making the lease a true 20 year lease term.

Answer:

The RFP contains the State's standard lease terms and conditions. Deviations from the standard language may occur in exceptional circumstances.

Question No. 32:

Deletion of the right to cancel the lease if the building is sold and a new landlord is involved.

Answer:

The RFP contains the State's standard lease terms and conditions. Deviations from the standard language may occur in exceptional circumstances.

Question No. 33:

Modification to 4.2 stating that the tenant will be responsible for snow removal.

Answer:

The RFP contains the State's standard lease terms and conditions. Deviations from the standard language may occur in exceptional circumstances.

Question No. 34:

Is there any other building code/requirements:

- a. FM Global?
- b. Energy Star?
- c. Homeland Security?
- d. Enhanced IBC requirements: wind, seismic?

Answer:

Although designing/constructing/remodeling to meet the requirements of USGBC LEED Silver is not required, it is encouraged.

Question No. 35:

100 parking stalls or 16,000 s.f. of secured parking? 100 cars is closer to 32,000 s.f

Answer:

Please assume the departments will require 100 parking stalls inside a secured area, at a minimum.

Question No. 36:

Parking for 340+ staff OR 95,000 sf of parking?

Answer:

Please assume the departments will require 340 parking spots outside of the secured area, at a minimum.

Question No. 37:

Plug-Ins of electrical cars?

Answer:

Please refer the most current adopted version of the IBC.

Question No. 38:

Emergency Power. Is it the intent to energize more than Life Safety Circuits on the backup generator?

Answer:

Backup power will only be needed for essential services. This will include emergency power/lighting. The final design will be confirmed with the agencies, but potential services include Department of Health refrigerators

and other equipment as well as emergency lighting. Final requirements will be provided to the selected Offeror.

Question No. 39:

Considering that each agency will sign individual leases with the offeror, will each agency pay the same lease rate?

Answer:

It is anticipated that agencies will pay the same cost per square foot but can be discussed during lease negotiations.

Question No. 40:

Can the BOA provide the agencies' specific requirements or program of design for each agency prior to proposal submission?

Answer:

The State does not have a program document per department. However, the EXAMPLE in the RFP shows the requirements for space for each department. There is some space built into the design for future growth or expansion of the department.

Question No. 41:

Under RFP Section 3.3, PROJECT DETAILS, item b. refers to office space shall consist of approximately 95,000 sf. Is this useable square feet or rentable square feet?

Answer:

Final approved design will dictate total square footage. Rate for square footage will be based on inside dimensions of the space.

Question No. 42:

If new construction is proposed is the completion date of August 2021 negotiable?

Answer:

The target date for completion is August 2021. If there are compelling issues regarding meeting that date, the BOA is open to discuss it.



SCOTT W. BOLLINGER
Commissioner